

MATRIX OF ALIGNED PERFORMANCE OBJECTIVES FOR FY05
(Positions that directly support farm loans and farm programs)

Performance Objectives	DD	FLPC	FPC	CED	FLM	PT	AO	Farm Program Specialist	Farm Loan PS	FLO	FLOTs*	COTs*	CORS
Achieve or make progress toward utilization of the EFT for 95% of loan obligations.	X	X			X	X			X	X	X		
Achieve or make progress toward utilization of the EFT for 95% of payments.	X		X	X		X		X				X	
In accordance with FSA policy [insert policy #], deposit and process payments within 24 hours of receipt.	X	X	X	X	X	X		X	X	X	X	X	
Achieve or make progress toward processing loans within the State's established goals.	X	X	X	X	X	X			X	X	X	X	
Achieve or make progress toward ensuring that 100% of UCC continuations are filed before the expiration date.	X	X	X	X	X	X		X	X	X	X	X	
Achieve or demonstrate progress toward ensuring that no late payment interests accrue.	X		X	X		X	X	X				X	
Achieve or demonstrate progress toward working to provide information about program benefits to producers to ensure that they can make an informed decision [insert outcome measures here] e.g., newsletters, counter information, producer meetings, meeting with producer organizations, etc.	X	X	X	X	X	X		X	X	X	X	X	
Achieve or make progress toward ensuring 100% payment amounts are accurate and applications are complete.	X		X	X		X	X	X	X			X	
Achieve or make progress toward ensuring 100% of transactions or other						X							

Performance Objectives	DD	FLPC	FPC	CED	FLM	PT	AO	Farm Program Specialist	Farm Loan PS	FLO	<i>FLOTs*</i>	<i>COTs*</i>	CORS
assigned work is accurate and complete.													
Ensure that reviews are conducted and reports are filed and submitted within established timeframes.													X
Ensure that 100% of individual performance plans are linked to SED goals by March 31.							X						

*The objectives for FLOTs and COTs should describe the training programs they are participating in. They should not be the same as the FLO and CED objectives.

MATRIX OF ALIGNED PERFORMANCE OBJECTIVES FOR FY05 (Administrative Positions)

Administrative Positions:

- AOs (see Matrix on Page 1)
- Administrative/Management Services:
 - Program Managers
 - Public Relations Specialists
 - SED Secretary
 - Mail Clerks
 - Print Shop Technicians
- HR Specialists
- EEO/Diversity Specialists
 - Outreach Coordinator
- Contracting and Procurement:
 - Contracting Specialists
 - Procurement Specialists
 - Purchasing Agents
- Real Estate Appraisals

Performance Objectives	HR	EEO/Div	Budget	Admin/ Mgmt Svcs	Con/ Proc	Real Estate Appraisals
Ensure that 100% of individual performance plans are linked to SED goals by March 31.	X					
Ensure that all personnel actions are processed accurately and within established timeframes.	X					
Ensure that staffing levels support the mission and also are within the given staffing ceilings.	X					
Support employees through efficient and effective benefits administration.	X					
Make progress towards diversifying workforce through recruitment methods.		X				
Make progress towards supporting the initiative of increasing the numbers of socially disadvantaged members on county committees.		X				
Make progress towards increasing the number of outreach meetings by 10% to enhance awareness.		X				
Ensure that budget expenditures are within approved allocation.			X			
Ensure that operations occur in an efficient manner to support the program areas (e.g., printing and distributing materials, creating regulations and guidance, etc.).				X		
Process requests in a timely manner (purchasing agents).					X	
Contracting: Meet federal contracting regulations with respect to processing, follow-through, and life span.					X	
Ensure that high quality appraisals get done within established timeframes.						X